



TO THE PARENTS OF FOUNDATION
FOUNDATION DRESS UP DAY – WEDNESDAY 22ND OCTOBER

Dear Parents,

Monday 20th October, 2014

It is with great pleasure the Foundation Staff would like to inform you of our first Dress Up Day in Foundation for this academic year.

The theme for Wednesday 22nd October is.... **MY FAVOURITE COLOUR**....

On **Wednesday 22nd October** children can wear clothes which represent their favourite colour or colours, if they have more than one. Children are welcome to wear head bands, hats and other accessories as well as their regular favourite colour clothing.

Children will be involved in some fun activities throughout the day in their own classrooms. We look forward to seeing our children all dressed up on Wednesday and providing us with a bright, colourful and wonderful day.

Yesterday was our first day at trialing the new end of day pick up procedure, and I am pleased to inform you looked to be extremely successful. Thank you for your support, co-operation and compliance in this matter. I will again, explain this procedure below:

- **End of day procedure:** As you are aware it is very congested on the Foundation stairs at pick up time at 12:55pm each day. We would like to trial a new system to make it easier for you the parents. As from **Sunday 19th October**, we would like to ask you to please use the stairs across the playground, near to the bus gate at 12:55pm to come up and collect your child/ren. **To exit the building you can use the stairs closest to the office (the stairs you are normally coming up at the moment).** This should allow a better flow, not so much congestion and hopefully make it easier for you when collecting your child/ren. **Please do not go back down the same stairs you come up as we want the traffic only flowing one way!**

Kindest regards,

Ms Clare Howarth – Head of Foundation